

Kelsale-cum-Carlton Parish Council
21 Ferry Road, Orford, Woodbridge, Suffolk, IP12 2NR,
Tel:07595757380 E-mail: clerkkelsalepc@gmail.com

**MINUTES OF THE MEETING HELD ON
WEDNESDAY 25th SEPTEMBER 2024
AT 7:00PM IN THE COMMITTEE ROOM OF THE VILLAGE HALL**

Present at the meeting:

Cllr Alan Revell (Chair)	Cllr Edwina Galloway (Vice-Chair)
Cllr Claire Buttle	Cllr Mark Stewart
Cllr Simon Ransome	Cllr Sarah Courage
Cllr Rob Holden	Cllr Laura Gwynne
Cllr Helen Reynolds	Cllr Traci Weaver

In attendance: The Clerk and 1 member of the public.

Welcome by the Chair.

12247 Public Forum

Democratic Quarter-Hour/Public Question Time – Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public, whilst welcome to attend, may not take part in the meeting itself.

A representative of the 'Legend on the Bench' presented the Parish Council with some information regarding the possible siting of a bench on the recreation ground.

After some discussion it was agreed by a majority of the Council to site a bench on the recreation ground.

Cllr Gwynne suggested that the Biodiversity Group are contacted to discuss the siting of the new bench.

ACTION: Cllr Buttle, Holden and Revell to meet on the recreation ground to look at possible sites for the bench.

12248 Reports

Report by County Councillor Richard Smith

Richard Smith reported that he had approved a donation of £400 towards the repairs of the car park in Low Road/Bridge Street. The Council were grateful for this donation.

On the 7th September there was the opening of the Gull Wing Bridge in Lowestoft. Many members of the public walked the bridge. There will be an official opening in November, this has made a great difference to the traffic flow in Lowestoft. Thank you to Cllr Weaver for her detailed report on the power projects and the timeline on the work that will need to be undertaken. The area is going to be hit by an increase in traffic. There are concerns that some of the lower paid employees such as carers will be enticed to Sizewell C by the offer of better wages. There is a need for bus drivers for the park and ride sites. The Government does not appear to be objecting to this development. The solar farms in Suffolk have been approved by the Secretary of State, even though the District Councils objected. The SCC budget has already begun to be considered. There will be targets to be met, but the Council will need to know how much money it is to receive from the Government as a contribution to the income. The new Government may wish to re-shape the local government, there could be larger areas with a Mayor. In rural areas this does not work well.

Cllr Galloway asked if a drive round had taken place with the Highways Engineer to look at Maple Farm.

Richard Smith said that there are a couple of things that the Clerk had reminded him of, the first was meeting with a couple of residents from Low Road regarding the speeding along the road. It

was agreed for Richard Smith to come along to a Wednesday Coffee morning to meet with the residents. The not suitable for HGV's signs to be erected at the end of Tiggins Lane is proving to be more difficult.

Cllr Weaver asked if a private road survey was undertaken, could this be considered as evidence by SCC.

Richard Smith replied, yes, if the methodology can be proven.

ACTION: Richard Smith to contact the Clerk with available dates for the coffee morning, when he is free to attend to meet with residents from Low Road.

Report by District Councillor Ewart

Julia Ewart submitted her apologies for the meeting.

The Chair formally opened the meeting at 7.28pm.

12249 To receive apologies for absence – Cllr Harker and District Councillor Julia Ewart.

12250 To accept apologies for absence – Accepted.

12251 To record absence without apologies – None

12252 Declarations of Interest – None

12253 To consider any dispensations – None

12254 To consider the Approval of the draft minutes of the Parish Council meeting held on 28th August 2024.

The draft minutes of the meeting had been circulated and the version now on the website were approved with abstentions from those that did not attend. Proposer: Cllr Ransome, Seconder Cllr Buttle, with 1 abstention.

12255 Parish Clerk's Report

Policies – there are two policies to re-adopt, they are the Equality and Diversity Policy and the Health & Safety Policy. Culvert clearing – The Highways Engineer has confirmed that the culvert clearing has taken place. Bonfire Night – the purchase of 4 card readers has been made as agreed at the Bonfire Meeting, these will initially be used at the Bonfire event but will be available for other PC events also. The cost of the insurance to cover the event is to be £268 + IPT. Recreation Ground – Both quotes for water and electricity connection have been received. This is a total of £11,397.50 +VAT. If both utilities are undertaken at the same time, this would cut back on the cost of traffic management. Advertising Revenue – invoices have been sent to some of those who advertise in the Community News, three of them have already paid. Spinney pocket – the overhanging branches have been cleared beside the garden of No.2, the resident is happy with the work. BT – Cllr Holden contacted the Clerk regarding the broadband account with BT, it appears the social club may take over this account. After a 30-minute phone call the Clerks details have been removed from the account and Cllr Holdens details added. Coffee morning – communication has been made with the Rural Coffee Caravan; they will be attending a coffee morning session. A resident has informed the Clerk that the Grit Bin in Church Close has not been refilled. An email has been sent to the Highways Department and as yet there has been no response. Another resident mentioned the culvert that runs under the road from Cloutings Close, this has been reported and should be resolved within 20 working days. Car Park - a donation from the County Councillor Rishc Smith has been received so that the repairs may be completed on the car park. A phone call has taken place with Carl Ruth, and he intends to complete the repairs in October. He will liaise with the Clerk as to whether advance notices will need to be placed in the car park. Remembrance Service - this is to take place in Saxmundham this year and be hosted by the Town Council, further details are to follow. Precept - the second precept payment has been received. Annual Leave – please note the Clerk is on Annual Leave from the 14th – 18th October,

12256 Clerk's Report on urgent decisions

None

12257 Matters arising from the Clerk's report.

Cllr Revell noted the Clerk's report and stated that the Remembrance Service will be held on the 10th November. The quote to place the cabinet on the recreation ground for the utilities has been received,

it is hoped to obtain funding from Sizewell C Community Fund for this.

Cllr Gwynne asked if a water supply for the allotments could be considered?

Cllr Revell said that the Trust owns the allotments, they may sort the water and the ongoing costs for the allotments water supply.

12258 Matters arising from the Parish Council meeting held on Wednesday 28 August 2024.

10.1 Power Projects – Cllr Galloway wished to place a vote of thanks to Cllr Weaver from the Parish Council for all the hard work she has undertaken on the power projects.

Cllr Weaver commented that there is a campaign group which consists of representatives from the other groups that are against the power projects. Anglican Energy Planning Alliance consists of town and parish councils. ESCEP came about and needs approval of their constitution by members. This means that when a meeting is held with Ed Milliband only one person attends but they represent a larger group of town and parish councils. National Grid are proposing a couple of solar farms. There will be many DCO's to comment on.

Cllr Galloway said that DCO's contain some parts which are important to the village. It is very helpful to have input from other parishes having the same issues.

Cllr Weaver said it is useful to look at all the documents on the 'google drive' link. Cllr Weaver is a member of the steering committee. Traffic monitoring – this is to be by Rosemary Lane and Bridge Street. Clay Hills and Tiggins Lane have also been suggested but this was not agreed. April and October have been suggested to have the surveys completed. The point is to obtain a baseline figure as Sizewell C have no idea on number of vehicle movements. The transport report group will sort the data.

Cllr Galloway said that there was a starting figure of 5,600 employees on the DCO, this is clearly incorrect.

Cllr Weaver stated that the Chair of the Transport Group and the Chair of SCC are very good.

Cllr Stewart arrived at 8.07pm.

Cllr Galloway asked if the access to the link road compound is known yet?

Cllr Weaver said that no information regarding that compound was known. There is an opportunity to ask a couple of questions at the next Northern Transport Forum, if anyone has anything they would like to ask. There is a DCO to be submitted for Sea Link in January 2025. There is also a workshop to be held to assist with DCO's. Cllr Courage is to attend the next meeting on the 9th October, any questions need to be submitted by the 2nd October.

Cllr Revell thanked both Cllr Courage and Cllr Weaver for their work on this item.

Richard Smith left the meeting at 8.13pm.

10.2 Carlton Meres – Cllr Revell reported that an email had been received from a resident near Carlton Meres, this states that a drawing of the plans shows that hard kerbing was agreed with the planners for the entrance to the Carlton Meres. Hatchings and signage would not be effective. The kerbing would prevent vehicles turning.

ACTION: Clerk to email Julia Ewart and send the quote from the resident, asking that this may be followed up.

10.3 Highway Signage – This item is ongoing.

ACTION: To await further information from Richard Smith.

10.4 Speeding on Main Road – This item was covered previously.

Cllr Holden commented that it would be useful to obtain the data from the speed device by the Carlton Industrial Estate.

Cllr Ransome reported that he had seen many speed vans along the main road recently monitoring the traffic.

ACTION: Cllr Holden to obtain the data from the speed device near the industrial estate.

Cllr Weaver left the meeting at 8.25pm.

10.5 Recreation Ground – Cllr Buttle reported that some work has been undertaken by Kelsale Court to clear the culvert, although this still looks higher than the recreation ground culvert. Is the pipework under the footpath clear.

Cllr Revell commented that a larger pipe would be an advantage to clear the water.
Cllr Holden reported that he and Cllr Buttle would be looking at the play inspection report.
ACTION: Cllr Holden and Cllr Buttle to report back to the PC regarding the play inspection report.
10.6 Village Hall Proposals – Cllr Revell reported that a draft letter has been received from the solicitors, but it requires amending. Cllr Revell, Ransome and Mary Clarke to meet to look at the letter.
ACTION: To continue to place on the agenda. A meeting to take place to amend the letter.
10.7 Bonfire Night – Cllr Revell reported that the meeting of the Bonfire group went well. 4 card readers have been purchased, not sure who will be responsible on the night for these. Two Portaloo's have also been ordered.
Cllr Buttle commented that the Village Hall has been booked for the weekend. The banners are being changed.
Cllr Revell said that he has to order fresh cups for the refreshments.
Cllr Reynolds reported that there will be a vendor to sell sweet doughnuts.
Cllr Revell said that the last Bonfire meeting will take place on the 21st October.
Cllr Ransome asked if the fence was due to be repaired. Could the fence remain down so that when he cuts the grass on the corner it is easier to place the grass cuttings on the bonfire heap.
Cllr Revell said that would also be easier for the delivery of pallets. It may be that a temporary fix of some angle put against the broken posts will be sufficient until the fence can be properly fixed.

12259 Parish Council Matters

11.1 Kelsale Village Hall: Cllr Ransome reported that Produce Show was quite successful. The fire place in the main hall has been sand blasted. The floor is being sanded and some of the old flooring has been sold. The new kitchen for upstairs has been ordered and may be fitted over Christmas. The next project is to make the disabled toilet downstairs larger.

11.2 To re-adopt the Equality & Diversity Policy and the Health & Safety Policy - It was agreed by all Councillors attending to re-adopt the two policies.

12260 Planning Matters

12.1 Planning Report - The Planning Report had been circulated in advance and there was no change since the circulation.

12.2 New planning applications since the last meeting:

None

Notifications:

12261 Financial Matters

13.1 Financial Statement since the August meeting. See Updated Finance Report of 25th September 2024.

Cllr Galloway proposed the payments, this was seconded by Cllr Ransome and agreed by all, with no abstentions.

13.2 To approve and sign the bank statements: The Bank Statement to 31st August 2024 plus financial reconciliations were presented to the Council and signed by the Chair.

12262 To Receive Reports from Portfolio Holders and Liaison Representatives

E1: Biodiversity Group

Cllr Gwynne said that at the recent meeting of the Biodiversity Group it was agreed to amend the BAP. Will this be referred to when considering planning applications?

The second farming article has been written for the Community News. Wild about Kelsale-cum-Carlton is hoped to take place next June in Carlton church.

Cllr Courage asked if there was any update regarding the change of the bin collection.

Cllr Stewart said that this was not to take place until 2026.

Cllr Courage reported that she would be attending the next Northern Transport Forum to be held on

the 9th October.

A2 & A3 Community, Energy and Health

Cllr Reynolds reported that she is attending the meetings. An article has been written for the Community News regarding a buddy system that the Saxmundham Health are trying to introduce.

D1 Quarterly Newsletter

Cllr Galloway wished to thank contributors for the articles for the next edition of Community News.

F Christmas Trees

Cllr Bettle to order the Christmas Trees for the Church and the PC, these are to be ordered by the 23rd November and delivered around the 5th December.

12263 Items for consideration for inclusion on the next agenda

As appears in the minutes.

12264 Correspondence

12265 To consider excluding the public and press.

No considerations were necessary.

12266 Excluded items

There were none.

12267 Date of the next meeting

The next Parish Council Meeting is to be held on the 30th October 2024 at 7pm.

The Chair closed the meeting at 8.55pm.

Signed: Chairman Dated: